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Introduction

Welcome to the Havering Children Safeguarding Board (HSCB) training brochure. The training courses on offer through the HSCB are open to all multi-agency practitioners who work with children and families across Havering.

Our aim is to ensure that all practitioners within Havering have access to high quality learning, providing the necessary skills, knowledge and confidence to effectively carry out your role.

This year, following delegate feedback and in a response to Board priorities and outputs from SCRs, we have introduced three new courses: Think Family, Work Family, Recognising & Responding to Neglect and Working Below Thresholds. A full outline of all our courses and information on learning outcomes can be found under the section, Courses.

We hope you find our training courses informative and a useful tool for the development of good practice within your role and service area.

If you have any comments or feedback about our courses or if you have any queries around our training offer, please email lscbtraining@havering.gov.uk or call 01708 433216.

Shakira Gordon
HSCB Training & Development Officer

LSCB ANNUAL CONFERENCE
Date: Wednesday 12 October 2016
Venue: MyPlace 343 Dagnam Park Drive, Harold Hill Romford RM3 9EN

The theme for this year’s LSCB Annual Conference will be announced closer to the time. Places can be reserved now by visiting www.havering.gov.uk/lscb

To apply for training: www.havering.gov.uk/lscb
What training is right for me?

**Level 1:** At level one, courses are designed to raise awareness, understanding and are generally offered as introductory courses. Courses at this level will be useful to staff who require basic safeguarding awareness training, work indirectly with children and families or for those who require basic refresher training.

**Level 2:** Practitioners applying for level 2 training can expect to gain a greater knowledge of topics and be able to apply this knowledge to their day to day role. The focus of level 2 is knowledge and application of learning. Training at this level focuses on the skills, knowledge and behaviours required for inter-agency working.

**Level 3:** Training is designed for supervisors, managers and service leads who already have knowledge in safeguarding and wish to develop/maintain their level of skill. The training focuses on critical thinking, analysis and management and uses a variety of national and local themes and outputs to build knowledge and understanding.

**Topic Specific:** This training concentrates on specific safeguarding topic areas and is intended for all practitioners who wish to broaden their knowledge in a particular safeguarding area.

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**How to Apply**

To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)

Click the link to the professional’s page, then again to access the multi-agency training page. Click the ‘book a multi-agency training course’ button to access the online application form. To view all courses, above the course grid, expand Show ‘3 months’ to ’12 months’.

Please complete the form for the course you wish to attend.

**IMPORTANT:** Please ensure you include your email address on the last page of the form so that confirmation can be sent to you. Please note a separate application form needs to be completed for each course/candidate.

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**Venue Information**

All our courses, unless stated otherwise will be held in Romford Town Hall RM1 3BB.

Pay and Display parking is available on an hourly basis. There is a small break-out area within the training suite which supplies chilled water and a selection of self-service hot drinks free of charge. Lunch is not provided with our courses although
The Pantry is available on the first floor where food and refreshments can be bought (cash only).

**Cancelling Courses**

Please ensure you include your email address on the last page of your online application form when booking. This will generate an automatic confirmation email that will also contain a link to cancel your course should you need to. It is important that you retain this email as this is the only method of cancellation.

**Charging Policy**

If you fail to attend a course and fail to inform us prior to the course date, you may be subject to an £80 cancellation fee. To avoid being charged, please cancel via your confirmation email before the course date. If you are running late, it is advised that you contact the training team on 01708 433216.

**Evaluation Forms**

The evaluation process is divided into two stages. Candidates are asked to complete an end of course evaluation form on the day of the training to identify if training needs have been met and offer feedback. The second stage measures the impact the training has had on your work with children, families and your colleagues; this is the post course evaluation. The post course evaluation form is sent to all registered candidates prior to the training. Candidates are then required to complete and return the form 4-8 weeks after the training to lsbctraining@havering.gov.uk.

**Certificates**

Certificates are available to all participants who attend our courses. In order to receive a certificate participants must submit the post course evaluation form 4-8 weeks post course. The post course evaluation is sent with a reminder email 3-5 days before the course date. It is then the responsibility of participants to complete and return their evaluation forms within the 4-8 week timeframe in order to receive a certificate.

If participants require a certificate and have not submitted the post course evaluation within the 4-8 week post course timeframe, a charge of £10 per certificate will be made. The certificate will not be issued until payment is received.
# Course Timetable

## Timetable: April 2016- September 2016

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<td>Dissemination of Learning: Family Z (Managers &amp; supervisors)</td>
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<td><strong>MAY</strong></td>
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<tr>
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<td>Introduction to Child Safeguarding</td>
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<td>Achieving Better Outcomes for the Child</td>
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To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)
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<tr>
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<td>Think Family, Work Family</td>
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<td>Safeguarding Supervision for Managers &amp; Supervisors Day 1 of 2</td>
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To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)
Courses: Level One

Course: Introduction to Child Safeguarding  
Time: 09:30-16:30  
Dates: 11 May 2016  8 November 2016  1 December 2016  7 March 2017

This course is suitable for all those who are new to child safeguarding or have moved into a new role and would like to refresh their basic understanding.

Knowledge & understanding

- ‘Safeguarding is Everyone’s responsibility’. What this means to you in your role.
- Why ‘children, young people and vulnerable adults’ need protecting.
- What is abuse?
- Your role in a possible abuse situation.
- What you need to do if you have a concern.
- How concerns are dealt with by social services.
- The different levels of help for children and families.
- Guidance about sharing information.
- Havering Local Safeguarding Children Board.
- Allegations against professionals.

By the end of the course you will be able to:

- Recognise signs of potential child abuse and be able to escalate your concern appropriately.
- Use your knowledge of the child protection process to support others and the child whilst investigations are carried out.
- Provide appropriate information to support the investigation of a child protection concern.
- Access information through the LSCB website, including the London Child Protection Procedures.
- Access the service offered by the Local Authority Designated Officer.
- Access further training offered by the LSCB as necessary to your role.

To apply for training: www.havering.gov.uk/lscb
Courses: Level Two

Course: Identifying, Assessing & Analysing Risk to the Child L2
Time: 9:30-16:30
Dates: 15 September 2016  27 March 2017

Delegates will explore a variety of aspects that will allow them to identify and assess a safeguarding concern and the procedures necessary to meet the needs of the child.

Knowledge and understanding:

- The threshold criteria for the levels of intervention (EHA, children in need and children in need of protection)
- Attachment theory and child development knowledge considering what is analysis
- Your role in respect of identifying concerns about children; using an evidence based approach which avoids assumptions and optimism bias
- Discuss concerns with the relevant person within your organisation; instigating or contributing to assessments under CAF
- Have a working understanding of the processes and documentation for recording concerns about children and action taken.
- Understand that assessment is a means not an end; keep the purpose of an assessment in focus and not just the process
- Know when and how to challenge
- Review your actions and reflect on what could be improved

By the end of the course you will be able to:

- Confidently apply knowledge of thresholds to identify when a child may be at risk
- Assess outcomes for children using your knowledge of attachment theory and child development
- Develop an approach to work with children and families and avoid assumptions and bias
- Use tools which will keep the child’s need in focus and which clarify recording expectations

To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)
Level Two

Course: Think Family, Work Family
Time: 9:30-16:30
Dates: 27 June 2016  2 February 2017

This course is designed to offer a practical approach to dealing with very complex and difficult issues such as the “toxic trio” and “disguised compliance”. This course will provide participants with the research, knowledge and practical framework to work with the whole family holistically.

Knowledge and understanding:

• How DV / drug and alcohol / mental health / poverty can compound family difficulties further
• How to engage with families, in carrying out your role and responsibilities
• How to communicate with other professionals to ensure an holistic assessment of needs and develop required action to meet these needs
• How to recognize disguised compliance through “curious practice”

By the end of the course you will be able to:

• Apply messages from research to an assessment of risk of significant harm where these factors are present
• Use Strengthening Families principles in practice to engage with families
• Develop outcome focused plans with families and professionals working together to reduce need and enhance resilience
• Understand the factors that contribute to disguised compliance and how to be curious

To apply for training: www.havering.gov.uk/lscb
Level Two

Course: Achieving Better Outcomes for the Child
Time: 9:30-16:30
Dates: 27 September 2016  10 February 2017

You will build a sound understanding of how to work with thresholds to achieve better outcomes for the child using Havering protocols

Knowledge and understanding:

• The statutory duty of the local authority and LSCB requirements in relation to the responsibility of all professionals to act on safeguarding concerns
• Become familiar with Havering’s processes and protocols when dealing with a safeguarding concern
• Work with thresholds for child protection /child in need
• Understand how language, ownership, time, processes and systems for referrals contribute to the response you get for a referral
• Overcome barriers and build effective communication and working practices to achieve better outcomes for the child
• Work effectively in a multi-agency environment; know when and how to challenge
• How to keep the child at the centre of all you do.

By the end of the course you will be able to:

• Work with thresholds on a practical day to day level which will assist with achieving better outcomes for the child
• Know how to proceed when a situation changes from early to more serious concerns using Havering protocols;
• Understand communication challenges and consider practical ways to manage these;
• Apply main messages from SCR’s and consider how to apply this information to your own practice.
• Work confidently with others to achieve better outcomes for the child.
Level Two

Course: Culturally Sensitive Practice
Time: 09:30-16:30
Date: 18 May 2016   9 November 2016

With the changing demographic in Havering, this course will be of interest to the majority of our partners.

Knowledge and understanding:

• The diversity of the population of Havering, Barking and Dagenham and Redbridge
• Demographic trends which will affect policy and practice for professionals working with children, young people and their families
• The importance of understanding the place of culture in assessing children, young people and their families
• Examine your own values and beliefs and how this may impact on your attitudes and language when assessing children from diverse backgrounds
• Respect culture and diversity whilst maintaining a strong focus on the safety and protection of the child or young person
• Understand emerging themes from local research and intelligence and messages from SCRs to safeguard children from diverse communities. For example themes such as ‘Prevent’, Spirit Possession, Witchcraft and child sexual exploitation

By the end of the course you will be able to:

• Apply your knowledge of local diversity and demography when dealing with children and their families
• Understand the impact of your own values and beliefs when carrying out assessments
• Respect the culture of families whilst making sound assessments to protect children from harm
• Make a detailed analysis of risk and protective factors, taking into account culture, faith and diversity

To apply for training: www.havering.gov.uk/lscb
Level Two

Course: The Legal & Procedural Mandate
Time: 09:30-16:30
Date: 24 June 2016   1 March 2017

The course will introduce delegates to the legal framework of child protection; outline their responsibilities to build knowledge and understanding that can be applied in their day to day roles.

Knowledge and understanding:

- The wider knowledge of the role of the LSCB and where to get information
- How the London Child Protection Procedures work in practice including thresholds of intervention, making referrals and multi-agency collaboration
- A more in-depth knowledge of independent and shared roles and responsibilities of professionals

By the end of the course you will be able to:

- Use your knowledge and understanding of the legal framework to determine your actions when you have a safeguarding concern for a child
- Access information from the LSCB and London Child Protection Procedures to support you when dealing with a safeguarding concern
- Make an effective referral
- Support and contribute to the child protection process in a multi-agency environment when required

To apply for training: www.havering.gov.uk/lscb
Courses: Level Three

Course: The Legal & Procedural Mandate  
Time: 09:30-16:30  
Date: 20 April 2016  23 January 2017

Delegates will build a greater depth of knowledge and understanding of the legal requirements, be introduced to broader concepts of the application of legal requirements. They will be expected to use this knowledge and understanding to critically analyse information, to inform their day to day role and support the development of their teams.

Knowledge and understanding:

• Use London Child Protection Procedures and other sources of information to support your day to day role.
• Clear knowledge of threshold criteria to enable decisions that will result in appropriate procedures to protect a child or young person.
• Obtain and share information and keep a multi-agency perspective in child protection procedures
• Understand the importance of communication and develop processes that keep the key players informed
• Use appropriate language for effective communication in the child protection multi-agency environment.

By the end of the course you will be able to:

• Confidently use your knowledge of the legal framework to critically analyse information
• Use other sources to support your decision making process in your day to day role
• Use your knowledge of thresholds to make effective decisions to protect a child
• Gather and share information to support the child protection process

To apply for training: www.havering.gov.uk/lscb
Level Three

Course: Identifying, Analysing & Assessing Risk to the Child
Time: 09:30-16:30
Date: 26 May 2016    31 January 2017

Delegates will consider the wider context of circumstances to gather evidence and critically analyse a risk to a child.

Knowledge and understanding:

- Develop a thorough knowledge of factors that impact on the vulnerability of children including individual, social and parental/adult factors
- Keep the child's lived experience in focus and understand the causes of harm
- Develop the ability to analyse critically the evidence about the child and family’s circumstances and make well evidenced decisions and recommendations
- Contribute to the processes that are activated following referral to the local authority under s17/47 of The Children Act 1989
- Those working with the adult as their client are aware of their responsibility to ensure the welfare and safety of children
- How to manage disagreements or conflict with other organisations; know when and how to challenge
- The importance of keeping records; reflecting and improving working practices
- Share knowledge appropriately with your teams

By the end of the course you will be able to

- Use your knowledge of the factors that impact on the child to effectively assess the risk to children
- Gather evidence and critically analyse this evidence to activate child protection procedures
- Assess the wider context of the circumstances to make decisions and recommendations
- Contribute to processes following a s17/47 referral
- Keep appropriate records
- Reflect on improving working practices
Level Three

Course: Effective Safeguarding Supervision for Supervisors & Managers
THIS IS A TWO DAY COURSE
Time: 09:30-16:30
Date: 14 June 2016 & 12 July 2016  22 February 2017 & 22 March 2017

This course is designed for managers and supervisors who supervise child protection work. It is run over 2 days with 4 weeks between the training days. The objective is that the first day will build the knowledge and skills to improve your skills. You will then be given an opportunity to ‘try out’ your skills and return for feedback and further development.

Knowledge and understanding:

• Use the London Child Protection Procedures and other sources of information to support your day to day role
• Clear knowledge of threshold criteria to enable decisions that will result in appropriate procedures to protect a child or young person
• Obtain and share information and keep a multi-agency perspective in child protection procedures
• Understand the importance of communication and develop processes that keep the key players informed
• Use appropriate language for effective communication in the child protection multi-agency environment.

DAY ONE

• Develop a framework for your safeguarding supervision within your professional agency
• Evaluate past experiences of supervision in your professional career and use this to develop your own supervision style.
• Develop an understanding of the 4 functions of supervision to ensure that supervision meets the requirements of the organization, the supervisee and the supervisor
• Develop a supervision contract with supervisees in your professional setting based on an appropriate balance of the 4 functions within your agency/role.
• Plan how to use this with supervisees before Day 2.

To apply for training: www.havering.gov.uk/lscb
DAY TWO

• Develop reflection and analysis in supervision to build supervisees’ skills in safeguarding and child protection
• Undertake analysis of risk in supervision
• Use a Strengthening Families Model in supervision to create better outcomes for children

To apply for training: www.havering.gov.uk/lscb
Courses: Topic Specific

Course: Recognising & Responding to Neglect  
Time: 09:30-16:30  
Dates: 16 June 2016   17 January 2017

This course will help participants to understand neglect, recognise the signs and indicators and identify actions that could be taken. This includes assessment and challenge.

Knowledge and understanding:

- Be clear about national definitions, including adolescent neglect
- Be introduced to a range of tools and frameworks
- Understand how individuals hold different ideas about what child neglect is
- Understand how to assess neglect and develop an action plan based on a specific framework.
- Working fairly with families, taking a child centred approach
- Understand how to set a baseline, work with families around their understanding of the quality of care they provide and set goals
- Knowledge of the impact of neglect on children in the short and long term, and be able to capture the lived experience of children
- Understand how neglect affects children’s lives
- Knowledge of the causes of neglect – and how this links to intervention
- Understanding of the critical importance of understanding what causes parents/carers to neglect their children

By the end of the course you will be able to:

- Know what neglect is, and feel able to discuss with others in meetings/case discussion
- Work with parents regarding expectations of care, and be able to develop implementation plans and goals.
- Work with children and young people to capture their views
- Work with parents and professionals to understand a child’s world
- Assess and work with the causes of neglect, focusing particularly on domestic abuse, parental learning disability, parental substance misuse, parental mental ill health.

To apply for training: www.havering.gov.uk/lscb
Topic Specific

Course: Working with Challenging Families
Time: 9:30-16:30
Dates: 5 July 2016  24 January 2017

This course will be of interest to any individual who would like to increase their skills and confidence in approach when working with clients who are reluctant to engage in services.

Knowledge and understanding:

- The key factors that contribute to families exhibiting resistant behaviours
- False and disguised compliance and how to respond
- Techniques and strategies to promote productive engagement
- Motivational interviewing skills when working with clients
- Use Strengthening Families Framework principles to engage with, and build relationships with families who are difficult or hard to engage

By the end of the course you will be able to:

- Recognise disguised compliance and use a range of techniques and strategies to engage with the family
- Interview families with confidence to illicit the best outcomes
- Use the outcomes approach of Strengthening Families Framework to achieve the desired outcomes to safeguard children

To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)
Topic Specific

Course: Child Sexual Exploitation
Time: 9:30-16:30
Dates: 10 April 2016  17 October 2016  13 March 2017

This training will be of interest to all practitioners working with children and families.

Knowledge and understanding:

• Focus on children and young people who are at risk of, or are being sexually exploited
• Develop a shared understanding of vulnerability factors, risk indicators and the risks they face
• Explore essential ingredients in addressing the management of those risks, and working with young people
• Explore the support that needs to be in place for the child or young person
• Consider the push and pull factors that young people experience and groomers exploit
• Responses around the UK to recent CSE issues
• Consider available resources
• Explore the different models of child sexual exploitation
• Challenge the assumptions that exist around the various participants involved in sexual exploitation

By the end of the course you will be able to:

• Use your increased knowledge and understanding to consider the possible existence of CSE in the community
• Identify potential victims of CSE and recognise the issues relating to perpetrators and gangs
• Consider issues of control and manipulation in abusive relationships such as those featuring CSE
• Understand the grooming process and be able to articulate it in work with young people
• Recognise the issues of trying to engage with young men who are at risk of sexual exploitation
• Consider the attitudes and perspectives that shape our understanding of CSE and the potential adverse effects of these on working with CSE issues

To apply for training: www.havering.gov.uk/lscb
To apply for training: [www.havering.gov.uk/lscb](http://www.havering.gov.uk/lscb)

**Topic Specific**

**Course: Violence against Women & Girls**  
**Time:** 9:30-16:30  
**Dates:** 28 June 2016  16 November 2016

All employees with responsibilities in children and adult safeguarding will benefit from attending this course.

**Knowledge and understanding:**

- Definition of domestic violence  
- Signs and symptoms of domestic violence  
- The child’s experience of domestic violence  
- The difficulties faced by adults and children leaving abusive relationships  
- Domestic violence in its wider form: forced marriage and female genital mutilation  
- Legislation and policies/procedures, including MAEACS and IDVAS  
- Specialist agencies that support those affected by domestic violence

**By the end of the course you will be able to:**

- Use your knowledge and understanding to identify potential safeguarding concerns related to domestic violence  
- Carry out a risk assessment and utilise local referral pathways  
- Respond to parents and children affected by domestic violence in ways that prioritise their safety and wellbeing  
- Signpost and refer victims affected by domestic violence to appropriate specialist agencies
Helping practitioners to understand why a situation might not meet thresholds will help them to understand what information needs to be in a referral to facilitate decision making in the MASH Team. When the case does not “meet thresholds” participants will have the opportunity to think about creative ways of using existing resources using the multi-agency system.

Knowledge and understanding:

- The legal and procedural thresholds framework
- Matching information to thresholds
- Understanding the type of information that is needed by CSC to make decisions and why some cases do not meet thresholds
- What can be achieved and what cannot be achieved below CSC thresholds; consent, information sharing and authoritative practice
- The actions that can be taken below the threshold

By the end of the session you will be able to:

- Have a working understanding of thresholds guidance
- Understanding why cases may not meet CSC thresholds
- Develop a model for working together below the Child In Need or Child Protection Threshold
- Use a solution focused approach to creating change which uses the Strengthening Families approach to outcome based planning
Topic Specific

Course: Train the Trainer
Time: 09:30-16:30
Date: 27 April 2016  13 December 2016

Supervisors and/or managers and others who have to make presentations or deliver training sessions. The skills gained can be used in many others aspects of your role.

Knowledge and understanding:

- Objective of the presentation or training
- Your audience; meeting their needs, managing expectations and building rapport
- Planning the session/day
- Making it engaging and fun
- Aids to help you and your audience
- Making your presentation or delivering the training
- Reflect and evaluate
- Dealing with difficult people/situations

By the end of the course you will be able to:

- Plan and deliver a presentation or training course
- Understand how to know and meet the needs of your audience
- Plan the session or day using techniques to keep your audience engaged
- Use a variety of methods to meet the objectives of your session/training
- Deal with difficult people and situations
- Evaluate your performance and make improvements as necessary

To apply for training: www.havering.gov.uk/lscb
To apply for training: www.havering.gov.uk/lscb
Course: Workshop to Raise Awareness of Prevent (WRAP)
Time: 10:00-11:00 and 11:00-12:00
Date: 8th April 2016  14th July 2016  12th October 2016  11th January 2017

What is Prevent?
Prevent is part of the Home Office’s Counter Terrorism Strategy and is about stopping people becoming terrorists or supporting violent extremism. Prevent deals with radicalisation and counter-radicalisation.

What is WRAP?
WRAP is an interactive workshop delivered by the Community Safety Section of the Council, which lasts for approximately 1 hour. The workshop is a safe environment for attendees to discuss and ask questions about the Prevent agenda.

Aim of WRAP Workshop:
• Provide attendees with an understanding of the Prevent agenda
• Identify your role within it
• Provide attendees with the knowledge and confidence to discuss Prevent within their organisation
• Provide attendees with the ability to use your existing expertise and professional judgement to recognise potentially vulnerable individuals